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GREEN BAY, WISCONSIN 54305-3600



PHONE (920) 448-4015 FAX (920) 448-6221

#### "PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84, Wis. Stats., notice is hereby given to the public that the following meetings will be held

THE WEEK OF NOVEMBER 22 – 26, 2021

#### **MONDAY, NOVEMBER 22, 2021**

(No Meetings)

#### **TUESDAY, NOVEMBER 23, 2021**

\*5:30 pm

Land Conservation-Subcommittee - Meeting Cancelled

Room 200, Northern Building 305 E. Walnut Street

\*5:45 pm

Planning, Development & Transportation Committee

Room 200, Northern Building 305 E. Walnut Street

WEDNESDAY, NOVEMBER 24, 2021 (No Meetings)

**THURSDAY, NOVEMBER 25, 2021** 



FRIDAY, NOVEMBER 26, 2021 (No Meetings)

County Board Office Closed

#### **BOARD OF SUPERVISORS**

# Brown County



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PLAN, DEV. & TRANS. COMMITTEE

Dave Landwehr, Chair; Ray Suennen, Vice Chair

Amanda Chu, Norb Dantinne, Tom Friberg,

# PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

TUESDAY, NOVEMBER 23, 2021 5:30 PM (No Land Con Mtg) Room 200, Northern Building 305 E. Walnut Street

# NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of August 24, 2021.

#### Comments from the Public on Non-Agenda Items

#### 1. Review Minutes of:

- a. Energy Subcommittee (September 30, 2021).
- b. Housing Authority (August 16, September 20, and October 18, 2021).
- c. Planning Commission Board of Directors (June 2, August 4, and October 6, 2021).

#### <u>Airport</u>

- 2. Resolution to Authorize Sale of Property to the Oneida Nation.
- 3. Director's Report.

#### **Extension**

- Extension Budget Status Financial Reports for September and October 2021 Unaudited.
- Resolution Regarding Table of Organization Change for the UW-Extension Department LTE Strong Bodies Instructor.
- 6. Director's Report.

#### Register of Deeds

Register of Deeds – Budget Status Financial Report for October 2021 – Unaudited.

#### **Port & Resource Recovery**

- 8. Budget Adjustment Request (21-100): Any increase in expenses with an offsetting increase in revenue.
- RFP Pulliam Site Engineering Design and Cost Estimate Request for Approval.
- 10. RFB Project 2461 ELF and SLF Well Abandonment/Replacement Request for Approval.
- 11. Port 3<sup>rd</sup> Quarter Budget Performance Status Report Request for Approval.
- 12. Resource Recovery 3<sup>rd</sup> Quarter Budget Performance Status Report Request for Approval.
- 13. Director's Report.

#### **Planning & Land Services**

- 14. Presentation by the Greater Green Bay Chamber regarding county-specific accomplishments in 2020 and 2021.
- 15. Planning, Property Listing & Zoning Budget Status Financial Reports for September and October 2021 Unaudited.
- 16. Director's Report.

#### Communications and Public Works - No agenda items.

#### **Other**

17. Acknowledging the bills.

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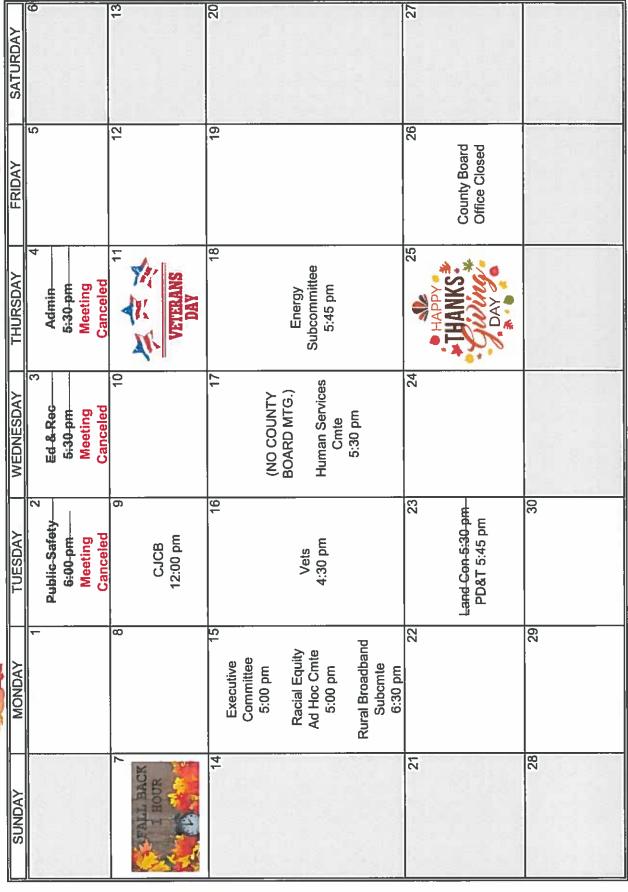
- 18. Such other matters as authorized by law.
- 19. Adjourn.

Dave Landwehr, Chair

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.



# **NOVEMBER 2021**



#### **BROWN COUNTY COMMITTEE MINUTES**

- Housing Authority (October 18, 2021)
- Planning Commission Board of Directors (October 6, 2021)
- Rural Broadband Subcommittee (November 15, 2021)

# To obtain a copy of Committee minutes:

https://www.browncountywi.gov/government/minutes\_and\_agendas/

# MINUTES BROWN COUNTY HOUSING AUTHORITY Monday, October 18, 2021, 3:30 p.m. Meeting Held Through Cisco WebEx

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Sup. Megan Borchardt	X	Ann Hartman	X
John Fenner	X	Corday Goddard-Chair	Χ

**OTHERS PRESENT**: Patrick Leifker, Megan Walker (ICS), Matt Roberts (ICS), Stephanie Schmutzer & Kathy Meyer

#### APPROVAL OF MINUTES:

 Approval of the minutes from the September 20th, 2021 meeting of the Brown County Housing Authority.

A motion was made by J. Fenner seconded by A. Hartman to approve the minutes from the September 20th, 2021 meeting of the Brown County Housing Authority as well as item #2, approval of the minutes from the October 14th, 2021 meeting of the Brown County Housing Authority Subcommittee. Motion carried.

2. Approval of the minutes from the October 14<sup>th</sup>, 2021, meeting of the Brown County Housing Authority Subcommittee.

A motion was made by J. Fenner seconded by A. Hartman to approve the minutes from the September 20<sup>th</sup>, 2021 meeting of the Brown County Housing Authority as well as item #2, approval of the minutes from the October 14<sup>th</sup>, 2021 meeting of the Brown County Housing Authority Subcommittee. Motion carried.

#### **COMMUNICATIONS:**

- 3. Brown County Housing Authority Formal Appeal Request submitted to HUD for review of the Fair Market Rents proposed for FY 2022.
  - P. Leifker stated this is a follow-up to last month's meeting. Brown County did see a decrease in the fair market rent that is being proposed for in 2022. P. Leifker shared the formal appeal letter that he sent to HUD. We have until January 7<sup>th</sup>, 2022 to provide updated data. P. Leifker stated he has been in contact with a firm that recently did the City of Green Bay Housing study to see if they can conduct an analysis on our behalf. P. Leifker stated the firm can make the deadline, he is just waiting to hear back on cost and scope of the study.

A motion was made by A. Hartman, seconded by M. Borchardt to receive, and place on file. Motion carried.

#### REPORTS:

- 4 Report on Housing Choice Voucher Rental Assistance Program:
  - A Preliminary Applications
    There were 158 preliminary applications for September.
  - B. Unit Count The unit count for September was 2.847
  - C. Housing Assistance Payments Expenses
    The September HAP expense totaled \$1,503,678

- D. Housing Quality Standard Inspection Compliance. 408 Total, 50% passed on first visit, 12% passed on re-eval, 29% failed and 9% were a no show.
- E . Program Activity/52681B (administrative costs, portability activity, SEMAP) Not reported on during BCHA Meeting.
- F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)

In September there were 84 active FSS clients, 72 of clients in level one; 11 of clients in level two; and 1 client in level three. There were 5 new contracts signed, 2 graduates, 54 active escrow accounts and 51 active homeowners.

- G. VASH Reports (new VASH and active VASH)
  For September there were 0 new VASH clients, for a total of 40 active VASH clients.
- H. Langan Investigations Criminal Background Screening and Fraud Investigations For September there were 17 new investigations, 13 active and 4 closed. Of the 118 background checks, 115 were approved and 2 were denied. Fraud Investigations majority in Green Bay, 2 in Howard and 2 in De Pere. Initial applications, majority were in Green Bay, followed by outside of Brown County, followed by Ashwaubenon and De Pere.
- Quarterly Langan Denials Report.
   Reviewed the third quarter breakdown checks done by Langan and Associates.
- J. Quarterly Active Cases Breakdown.
  - Head of Household is either Elderly or Disabled: 57%
  - Head of Household is not Elderly or Disabled but have earned income: 28%
  - Head of Household is not Elderly or Disabled, there is no earned income but there are dependents: 11%
  - Head of Household is not Elderly or Disabled, there is no earned income or dependents in the household: 4%
- K. Quarterly End of Participation.

Reviewed the third quarter of 2021 terminations, there were 90 total terminations.

- L. Quarterly Customer Service Satisfaction.
  For third quarter: 74 percent indicated customer service was excellent, 19 percent very good, 5 percent good, and 2 percent fair.
- M. Map of Participants by Municipality.
  - P. Leifker shared an updated participant map for the entire county.

A motion was made by M. Borchardt, seconded by A. Hartman to receive, and place on file. Motion carried.

#### **OLD BUSINESS:**

None.

#### **NEW BUSINESS:**

- 5. Consideration with possible action to approve revisions to the BCHA's Administrative Plan Chapter 4 in regards to the Waiting List Selection Method (4-III.C).
  - P. Leifker stated he was contacted by the HUD Milwaukee Field Office to determine if BCHA had the ability to assist with disaster assistance for individuals who were displaced by

Hurricane Ida in Louisiana. It was determined that BCHA has the financial capacity and the voucher capacity to assist individuals who were impacted by Hurricane Ida.

- P. Leifker stated he had conversations with C. Goddard and he is in agreement that this is something that the Housing Authority should be actively pursuing. P. Leifker explained that the only requirement that was needed was an administrative plan revision to our waiting list. Per the CARES Act waivers, we were able to implement that revision within our administrative plan. P. Leifker stated we had the ability to make these revisions prior to Board approval, but are required to be approved by the BCHA board prior to the end of the year.
- P. Leifker reviewed the revision.

Discussion occurred. P. Leifker stated we have initially allocated 100 vouchers, but will review if further assistance is needed. P. Leifker clarified that the individuals impacted will likely remain living in their current region, we are just offering the vouchers and the subsidy that goes along with that.

A motion was made by J. Fenner, seconded by M. Borchardt to approve the revision to the BCHA's Administrative Plan Chapter 4 in regards to the Waiting List Selection Method (4-III.C) an approve the vouchers. Motion carried.

- 6. Consideration with possible action on approval of the established pay bands with Integrated Community Solutions.
  - M. Roberts from ICS is seeking board approval to adjust eight of the ten existing pay bands that were originally established in 2013. M. Roberts explained that these should be updated to better reflect the current marketplace. The salary adjustments will be effective January 1, 2022.

Question asked if this was done with a class and compensation study? M. Roberts stated the last class and compensation study was completed in 2017. M. Roberts explained that the requested pay band adjustment was done through research and inquiries with other agencies as well as information ICS receives after making offers to potential candidates.

A motion was made by J. Fenner, seconded by A. Hartman to approve eight pay band adjustments. Motion carried.

#### **BILLS AND FINANCIAL REPORT:**

- 7. Consideration with possible action on acceptance of BCHA Bills.
  - P. Leifker reviewed the bills.

A motion was made by A. Hartman, seconded by M. Borchardt to accept, and place on file the BCHA bills. Motion carried. J. Fenner abstained from vote.

- 8. Consideration with possible action on acceptance of BCHA Financial Report.
  - P. Leifker reviewed the financial report.

A motion was made by J. Fenner, seconded by A. Hartman to accept, and place on file the financial report. Motion carried.

#### ADMINISTRATOR'S REPORT AND INFORMATIONAL:

- 9. Executive Director's Report.
  - P. Leifker stated he is currently spending a significant amount of time working with HUD on the disaster assistance vouchers.

BCHA and ICS working on budget in preparation for our meeting next month.

Discussion occurred on filling the vacant position on the board. P. Leifker will purchase a card so all board members can sign it at our next meeting and send to T. Diedrick.

OTHER: No other business.

Date of next scheduled meeting: November 15, 2021 at 3:30pm at City Hall, Room 604

A motion was made by J. Fenner, seconded by A. Hartman to adjourn the meeting. Motion carried.

Meeting adjourned at 4:00pm

# MINUTES BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS

Wednesday, October 6, 2021 - 6:30 pm Green Bay Metro Transportation Center 901 University Avenue, Commission Room Green Bay, 54302

ROLL CALL:					
Paul Blindauer	X	Mark Handeland	X	Joy Koomen	_Exc
Corrie Campbell	X	Matthew Harris	X	Jonathon LeRoy	Exc
Devon Coenen	X	Phil Hilgenberg	X	Dan Lindstrom	Exc
Norbert Dantinne, Jr.	Exc	Pat Hopkins	X	Gary Pahl	X
Steve Deneys	X	Elizabeth Hudak	X	Dan Segerstrom	
Dean Erikson	X	Emily Jacobson	X	Glen Severson	X
Geoff Farr	X	Dotty Juengst	X	Mark Thomson	Exc
Steve Gander	X	Dave Kaster	X	Matthew Woicek	X
Mike Goral	X	Patty Kiewiz	Exc		
Steve Grenier	X	·		WisDOT vacant	

Others Present: Cole Runge, Lisa Conard, Tim Reed, Karl Mueller, Ker Vang, and Kathy Meyer

 Approval of the minutes of the August 4, 2021 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by D. Kaster, seconded by G. Pahl, to approve the minutes of the August 4, 2021 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. Receive and place on file the approved minutes of the August 16, 2021 and the draft minutes of the September 13, 2021 meetings of the Brown County Planning Commission Board of Directors – Transportation Subcommittee.

A motion was made by G. Pahl, seconded by D. Juengst, to receive and place on file the approved minutes of the August 16, 2021 and the draft minutes of the September 13, 2021 meetings of the Brown County Planning Commission Board of Directors – Transportation Subcommittee. Motion carried.

3. Receive and place on file the draft minutes of the September 13, 2021 meeting of the Brown County Transportation Coordinating Committee (TCC).

A motion was made by G. Pahl, seconded by G. Severson, receive and place on file the draft minutes of the September 13, 2021 meeting of the Brown County Transportation Coordinating Committee (TCC). Motion carried.

- 4. Discussion and action regarding Federal Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program awards.
  - K. Vang provided a review of the program. The Federal Section 5310 program provides funding for transportation-related services and equipment that assist seniors and people with disabilities. Eligible recipients can include:
    - Private, non-profit organizations
    - Local public bodies
    - Operators of public transportation services

The Wisconsin Department of Transportation (WisDOT) manages the program on behalf of the Federal Transit Administration. However, the four urbanized areas in Wisconsin that exceed 200,000 people, including the Green Bay Urbanized Area, are required to administer the program locally.

The Brown County Planning Commission/Metropolitan Planning Organization (MPO) is the entity designated with project approval authority for the Green Bay Urbanized Area.

K. Vang noted that MPO staff issued a request for applications on June 29, 2021 with a due date of July 29, 2021 and provided a review of the available funds.

Section 5310	Amount
Carryover from Previous Cycle	\$53,764
Current Cycle	\$83,705
Total:	\$137,469

MPO staff received one application from Curative Connections. Curative has requested funding for the purchase of two medium buses for use in its transportation program. The cost of the two vehicles is \$150,000. Capital projects, such as vehicles, can be funded at a maximum of 80% of the project cost. The balance is considered a local match.

WisDOT recommends that the initial application review and scoring process for Section 5310 Program funds be conducted by a group of four or five people. To fulfill this, a five-person subcommittee of the TCC was formed to review project applications, score them, and develop funding recommendations to present to the full TCC.

K. Vang noted that due to a recent, but temporary, change in law, the Federal Transit Administration has waived the 20% local match requirement. Therefore, applicants may receive up 100% of the cost of the project if funding is available.

MPO staff provided the Brown County TCC Section 5310 Program Application Review Subcommittee members a copy of the application for review. Since only one application was received and members of the subcommittee unanimously agreed that the project was a good one, the subcommittee recommended that the TCC forward a recommendation for approval of the two vehicles in the amount of \$137,469 to the Brown County Planning Commission Board of Directors.

Question asked if ridership and the number of drivers for Curative Connections is still down or is there any update with this request? K. Vang stated that due to COVID, volunteers and paid drivers are down. C. Runge stated they did hire two additional paid drivers.

A motion was made by G. Pahl, seconded by C. Campbell to approve the award to Curative Connections. Motion carried.

- 5. Discussion and action regarding the adoption of the Highway Safety Improvement Program Performance Measure Targets for 2022.
  - L. Conard presented the resolution adopting Highway Safety Improvement Program Performance Measure Targets for 2022.

## WisDOT 2022 Safety Performance Measure Targets Issued August 31, 2020

Performance Measure	2016-2020 Baseline Averages	2022 Reduction Target	2022 Safety Targets
Fatalities	596.6	2.0%	584.7
Fatality Rate	0.938	2.0%	0.919
Serious Injuries	3,056.6	2.0%	2,995.5
Serious Injury Rate	4.808	2.0%	4.712
Non-motorized Fatalities and Serious Injuries	365.8	2.0%	358.5

- L. Conard stated the 2022 fatalities and serious injury targets have been established by WisDOT for the entire state. The state has a target of a 2% reduction.
- L. Conard stated that the MPO is required to either adopt the state's targets or establish its own. The MPO has traditionally adopted that state's targets, and by adopting the state's targets the MPO agrees to plan and program projects that will help the state meet the targets.

Question asked about the goal to reduce fatalities and serious injuries. L. Conard stated the goal is to reduce fatalities by 2% by 2022 through engineering, education, and enforcement. C. Runge stated in 2015 the planning commission approved a set of criteria and a scoring system that incorporates a lot of things to achieve these goals.

A motion was made by D. Juengst, seconded by G. Pahl to approve the Highway Safety Improvement Program Performance Measure Targets for 2022. Motion carried.

- 6. Discussion and action regarding the adoption of the Public Transportation Agency Safety Plan (PTASP) Performance Measures Targets for 2022.
  - L. Conard presented the resolution regarding adoption of the Public Transportation Agency Safety Plan Performance Measures Targets for 2022.

#### Public Transit Agency Safety Plan Performance Measures & Targets

Fixed Route & Microtransit Safety Performance per NTD Standards						
Category	2018 Actual	2019 Actual	2020 Actual	3-Year Average	2022 Target	
Total Number of Fatalities	0	0	0	0.00	0	
Fatality Rate per 100,000 Vehicle Revenue Miles	0.00	0.00	0.00	0.00	0.00	
Total Number of Reportable Injuries	0	0	0	0.00	0	
Injury Rate per 100,000 Vehicle Revenue Miles	0,00	0.00	0.00	0.00	0.00	
Total Number of Reportable Accidents	О	0	0	0.00	0.0	
Accident Rate per 100,000 Vehicle Revenue Miles	0.00	0 00	0.00	0.00	0.00	
Total Number of Reportable Safety Events	0	0	2_	0.67	0	
Safety Events per 100,000 Vehicle Revenue Miles	0.00	0.00	0.27	0.09	0.00	
Total Number of Major Mechanical System Failures	35	34	19	29.33	25	
Average Distance Between Major Mechanical Failures	33,814	35,297	39,535	36,215	40,000	
Annual Vehicle Revenue Miles	1,183,482	1,200,093	751, 164	1,044,913	1,000,000	

Paratransit Safety Performance per NTD Standards						
Category	2018 Actual	2019 Actual	2020 Actual	3-Year Average	2022 Target	
Total Number of Fatalities	_ 0	a	0	0.00	0	
Fatality Rate per 100,000 Vehicle Revenue Miles	0.00	0,00	0,00	0.00	0.00	
Total Number of Reportable Injuries	0	0	0	0.00	0	
Injury Rate per 100,000 Vehicle Revenue Miles	0.00	0.00	0,00	0.00	0.00	
Total Number of Reportable Accidents	0	0	0	0.00	0	
Accident Rate per 100,000 Vehicle Revenue Miles	0.00	0.00	0.00	0.00	0.00	
Total Number of Reportable Safety Events	0	0	0	0.00	0	
Safety Events per 100,000 Vehicle Revenue Miles	0,00	0.00	0.00	0.00	0.00	
Total Number of Major Mechanical System Failures	4	1	2	2.33	2	
Average Distance Between Major Mechanical Failures	62,512	234,356	62,615	119,828	120,000	
Annual Vehicle Revenue Miles	250,049	234,356	125,229	203,211	240,000	

L. Conard stated that the targets shown on this resolution reflect the targets established by Green Bay Metro as outlined in its annual safety plan.

The MPO staff is proposing the adoption of the targets as shown.

L. Conard stated that Green Bay Metro has a long history of being one of the safest systems when compared to its peers and there are no concerns. By adopting the state's targets, the MPO agrees to plan and program projects that will help the state meet the targets.

A motion was made by G. Farr, seconded by G. Pahl to approve the adoption of the Public Transportation Agency Safety Plan Performance Measures Targets for 2022. Motion carried.

- 7. Discussion and action regarding the adoption of the State of Good Repair and Transit Asset Management (TAM) Performance Measures Targets for 2022.
  - L. Conard presented the resolution regarding the adoption of the State of Good Repair and Transit Asset Management Performance Measures Targets for 2022.

Percentage of Passenger Vehicles Beyond Useful Life as Defined by the Federal Transit Administration

Program	Vehicle Type	Vehicle Quantity	Useful Life Benchmark in Years	Beyond Useful Life (2021)	Target (2022)
Green Bay Metro	Heavy Duty Bus	36	14	2.8%	0.0%
Curative Connections	Medium Duty Bus	10	10	0.0%	0.0%
Curative Connections	Light Duty Vehicle	3	10	0.0%	0.0%
Disabled American					
Veterans	Light Duty Vehicle	1	8	0.0%	0.0%

L. Conard stated that the targets are established by Green Bay Metro as outlined in Metro's annual asset management plan.

Green Bay Metro's target is to have no vehicles beyond its useful life. One of the 36 buses is beyond its useful life; however, that bus is not in service. Additional vehicles will be delivered in 2022.

## Percentage of Major Equipment Beyond Useful Life as Defined by the Federal Transit Administration

Program	Major Equipment Type	Quantity of Equipment (21)		Beyond Useful Life (2021)	Target (2022)
Green Bay Metro	various	Four Beyond Useful Life	varies	19.0%	25.0%

## Condition of Major Transportation Facility based on the Transit Economic Requirements Model (TERM) Rating System of 1 (poor) to 5 (excellent).

Program	Facility	Quantity	Age in Years	TERM Score (2021)	Target (2022)
Green Bay Metro	901 University Avenue	1	20	3.9	3

In terms of major equipment, Metro has 4 of its 21 pieces of qualifying equipment beyond its useful life.

The condition of the main facility meets the target, and it is not a concern.

With the adoption of the resolution, the MPO agrees to plan and program projects that will help Green Bay Metro meet the targets.

A motion was made by G. Pahl, seconded by M. Harris to approve the adoption of the State of Good Repair and Transit Asset Management Performance Measures Targets for 2022. Motion carried.

- 8. Overview and Public Hearing: Draft 2022-2025 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area and the Green Bay Metro 2022 Program of Projects.
  - L. Conard provided an overview of the draft TIP and Green Bay Metro 2022 Program of Projects.
  - L. Conard noted a TIP is a short-range plan that consists of transportation projects roads, transit and others that make use of federal transportation dollars. L. Conard stated that in this particular draft TIP, she identified eleven different federal funding sources. L. Conard noted the ones that the Brown County Planning Commission Board of Directors, acting as the policy board for the Metropolitan Planning Organization, have decision making authority over. L. Conard stated that new this year is COVID relief funds.
  - L. Conard stated that over the last ten years just over a half a billion dollars of federal money has been spent in the Green Bay Urbanized Area on surface transportation projects. The state of Wisconsin also spent a significant amount of money on transportation projects in the Green Bay Urbanized Area during this ten-year period.
  - L. Conard explained what's in a TIP: Previous projects include:
    - I-41 Expansion Project (completed portion & Future Expansion)
    - Webster Avenue Reconstruction Project

- The TIP also contains projects for Green Bay Metro. These include capital projects such as funding for buses and funding to operate services.
- The TIP also contains projects for seniors and individuals with disabilities such as vehicles for the Curative Connections transportation program and bus shelters for Green Bay Metro.
- Transportation Alternatives projects, such as portions of the Fox River Trail that have been funded through the MPO.

L. Conard provided an overview of the Surface Transportation Block Grant (STBG) Program.

- Federal STBG funding is allocated to Urbanized Areas based on a population formula.
   The Green Bay Urbanized Area's STBG funding allocation is currently set at \$17,643,730 over a five-year period.
- It is a five-year program with the assignment of new money to projects every two years in odd numbered years. In even years money is not assigned.
- A variety of surface transportation projects are eligible.
- MPO staff works with local entities to identify projects.
- Projects are ranked using the evaluation and scoring process approved by the BCPC Board of Directors in 2015.
- BCPC Board of Directors (as the MPO's Policy Board) decides which projects to fund.
- New STBG program includes years through 2027.

In 2021, one STBG project (Manitowoc Road) is currently underway, and in 2022, Marley Street (the future CTH VV) is scheduled to be completed. These two projects do not count against the MPO's five-year STBG capacity of \$17,643,730.

Any projects approved for 2023 and beyond do count against the 2023-2027 five-year capacity. There are four projects that have already been approved for this five-year period:

- Libal Street in Allouez
- Allouez Avenue in Bellevue
- Lawrence Drive in De Pere
- Country Club Road in Green Bay

L. Conard noted that the BCPC has \$5,498,711 to assign to new projects at this point. MPO staff solicited projects and received nine applications. Staff reviewed and scored those projects and developed two funding scenarios. Staff presented the scenarios to the BCPC Transportation Subcommittee, and the Transportation Subcommittee recommended approval of Scenario A. Scenario A includes funding the following two projects:

- CTH EE (Grant St) at Mid Valley Drive in the Town of Lawrence. Recommending approval of funds for both the design and construction of a roundabout.
- Mather Street from Locust St to Gray St. in the City of Green Bay. Recommending approval of funds for both the design and reconstruction of this street segment.

The MPO has completed the public involvement process, and this process concludes tonight with the public hearing. L. Conard stated that since the draft TIP was last published, there have been some modifications. These include:

- WisDOT has added design work for the resurfacing of STH 54 from STH 172 to Pleasant Lane.
- WisDOT has removed the Danz Ave railroad crossing improvement project from the program.

- WisDOT has increased the design costs for the I-41 expansion project to \$62,000,000
  of which half is federal funds.
- Green Bay Metro is expanding a lighting project.

Green Bay Metro's 2022 Program of Projects public hearing is combined tonight with the draft 2022-2025 TIP public hearing and projects are as follows (noting the expansion of the lighting project for the facility):

Program/Project	Federal Funds	Total Cost
Section 5307 Operating Assistance	\$2,265,000	\$6,021,000
Section 5307 Capitalized Maintenance	\$530,000	\$662,000
Section 5339 Direct Allocation		
Security & Communication Upgrades	\$64,000	\$80,000
HVAC-four units / Air Conditioner	\$274,000	\$344,000
Automatic Parts Washer	\$12,000	\$15,000
Facility Lighting Upgrades	\$302,000	\$378,000
Garage and Shop Lighting	\$28,000	\$35,000
Air Compressor	\$16,000	\$20,000
Bus Radios	\$96,000	\$120,000
CARES Funding		
Generator	\$500,000	\$500,000
Bus Video Surveillance	\$64,000	\$64,000
Fuel System Upgrade	\$24,000	\$24,000
HVAC-three additional units	\$162,000	\$162,000
Admin/Operations Lighting	\$45,000	\$45,000
VW Mitigation Trust		
Four transit vehicles in 2022	\$0	\$2,020,000
Total:	\$4,382,000	\$10,490,000

- L. Conard opened up the hearing for comment.
- L. Conard asked three times if anyone wished to speak. Hearing no comment, L. Conard closed the public hearing.
- 9. Discussion and action regarding Federal Surface Transportation Block Grant (STBG) Program awards.
  - L. Conard stated that the Transportation Subcommittee met on September 13, 2021 and recommends approval of the Surface Transportation Block Grant funds for:
    - CTH EE (Grant St) at Mid Valley Drive.
       Design and construction of a roundabout \$1,378,240
    - Mather Street from Locust St to Gray St.
       Design and reconstruction \$4,120,471

Staff is also recommending approval.

Discussion occurred regarding costs and design standards of roundabouts.

Question asked about how the partial funding for the construction of Mather Street will affect the construction? S. Grenier stated that with the STBG program there is a local cost share and this is a project that the city was going to pursue whether or not federal funds were obtained.

A motion was made by G. Pahl, seconded by P. Blindauer to approve the recommended federal Surface Transportation Block Grant Program awards. Motion carried.

10. Discussion and action regarding the Draft 2022-2025 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

Staff is requesting approval tonight of the overall Draft 2022-2025 TIP document, and noted that the previous documents and recommendations approved tonight (the Section 5310 Program funding, the three performance measures resolutions, and the Surface Transportation Block Grant funding) will be reflected in the final TIP document.

The BCPC Transportation Subcommittee has made a recommendation for approval.

A motion was made by G. Pahl, seconded by M. Harris to approve the Draft 2022-2025 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Motion carried.

- 11. Presentation and discussion concerning the Draft 2021 Congestion Management Process (CMP) Update for the Green Bay Metropolitan Planning Area.
  - K. Mueller presented an overview of the draft 2021 Congestion Management Process Update. A CMP is a federally required document under 23 U.S.C. 134 and 49 U.S.C. 5303. It is required for all MPO Transportation Management Areas (TMAs) whose urbanized population is equal to or greater than 200,000 persons. The MPO typically updates the CMP following the approved update to the Long-Range Transportation Plan (LRTP) to ensure it is consistent with the LRTP. The last CMP update was approved by the BCPC Board of Directors in October of 2017.
  - K. Mueller stated that one of the primary components of a CMP is developing a set of regional objectives that outline the desired outcomes for the transportation network. The CMP defines the process for measuring and monitoring congestion to determine how the transportation system performs over time. It also includes strategies for alleviating and mitigating congestion at site-specific locations experiencing congestion, as well as strategies that can be incorporated across the Green Bay MPA to enhance the mobility of people and goods. K. Mueller explained that the CMP also supports local agencies when applying for state, federal, or MPO funds for transportation projects.
  - K. Mueller summarized the proposed changes from the 2017 CMP, as well as uncertainties with transportation operations data due to the ongoing COVID-19 pandemic. K. Mueller noted that operations data is prior to the COVID-19 pandemic, which may not be representative of current conditions on the transportation network or reflect travel patterns once the pandemic subsides.
  - K. Mueller defined congestion and the aspects of congestion that are considered in the draft CMP.

- K. Mueller provided examples of "good" congestion, where it should be encouraged, and how congestion itself needs to be balanced against other transportation-related outcomes. K. Mueller cited school zones as an example where reducing congestion should not be the priority if it could decrease safety for students and faculty walking or biking to school.
- K. Mueller summarized the CMP geographic area and roadway network, adding that collector streets were also added to the CMP network for this update.
- K. Mueller summarized the proposed CMP objectives and changes from the 2017 CMP Update. K. Mueller also summarized proposed changes for the performance measures that include restructuring the performance measures into six categories, adding ten new performance measures, and carrying over all but one performance measure from the 2017 CMP Update.
- K. Mueller stated that locations experiencing recurring congestion across the Green Bay MPA are the same locations identified in the 2017 CMP Update. The locations shown in the PowerPoint were identified by the public during public outreach conducted in the spring of 2021. Two locations experiencing congestion not identified by the public were also included. K. Mueller stated that staff used quantitative metrics, in addition to public outreach, to identify congested locations. The metrics staff used include:
  - Vehicle Level of Service (VLOS): Existing (in 2020) streets and highways and Existing
     + Committed (in 2045) streets and highways
  - Vehicle-to-Capacity (V/C) Ratio
  - Level of Travel Time Reliability (LOTTR) on the National Highway System
  - Truck Travel Time Reliability (TTTR) on the Interstate and Limited-Access Highway System
  - MPO Staff Field Observations
- K. Mueller also summarized non-recurring congestion and its causes. In the Green Bay MPA, crashes are the most common form of non-recurring congestion.
- K. Mueller highlighted strategies local agencies can use to alleviate and manage congestion. These include Transportation Demand Management (TDM), Transportation System Management (TSM), and policy-based strategies. Examples were provided for each category. K. Mueller also described the implementation schedule for the proposed strategies, noting that it is broken into short-term strategies and long-term strategies. K. Mueller stated that short-term strategies are categorized by strategies that could be implemented by 2030 and include transportation projects that are currently programmed. Long-term strategies extend beyond the year 2030, and include transportation projects that are not yet programmed.
- K. Mueller summarized the next steps for the CMP. The 30-day public review and comment period began on Monday, October 4 and will run through November 3, 2021. Staff will hold the public hearing at the November 3 BCPC Board of Directors meeting and will seek the Board's approval of the final CMP following the public hearing.

Brief discussion on the southern bridge related to congested management.

- 12. Review and approve the 2022 Brown County Planning Commission budget.
  - C. Runge noted that the request for BCPC approval for the 2022 budget is only the Planning Division's portion of the Planning and Land Services (PALS) Department's budget. The PALS Department budget also includes Property Listing, Land Information Office, and Zoning Divisions.

Staff is asking the BCPC Board of Directors to adopt the 2022 Planning budget and to recommend approval by the Planning, Development, and Transportation Committee and the Brown County Board of Supervisors.

C. Runge summarized the following budget items:

#### **New Initiatives**

- Addition of a GIS Analyst Position
- County Highway Right-of-Way Mapping Project
- Brown County Park Utilities Location Mapping Project

#### Continuing Initiatives

- State Hwy 29/County Hwy VV Interchange
- Southern Bridge Corridor
- Pulliam Plant Site Redevelopment
- Electronic Routing and Recording of Land Division Documents

#### Intergovernmental Revenue

- Land Information Strategic Initiative Grant revenue will increase
- Coastal Management Program Grant revenue will increase
- Transportation Planning Grant revenue will decrease
- CDBG Housing Rehabilitation and Down Payment Assistance Grant revenue for projects will decrease in 2022. However, the amount of revenue available through the current CDBG grant for program administration will be virtually the same in 2022.

#### Personnel Costs

- Personnel costs will increase in 2022 largely because of the addition of the GIS Analyst
  position. However, because the cost of this position will be covered by revenues from
  county real estate document recording fees and assistance contracts with county
  departments, levy funds will not be needed to support this position.
- The PALS Department's Central Services Specialist will continue providing approximately ten hours per week of assistance to the CDBG Regional Housing Rehabilitation and Down Payment Assistance Program. This is consistent with the level of assistance the Central Services Specialist has been providing to the program since March of 2020.

A motion was made by C. Campbell and seconded by S. Gander to adopt the 2022 Brown County Planning Commission Budget. Motion carried.

13. Brown County Planning Commission staff updates on work activities during the months of August and September 2021.

A motion was made by G. Pahl and seconded by P. Hopkins to receive and place on file the staff updates on work activities during the months of August and September 2021. Motion carried.

- 14. Planning Directors Report.
  - C. Runge stated that BCPC Senior Planners Devin Yoder and Ker Vang have been working on developing a series of supervisory redistricting maps for the county's redistricting process and provided an update on the process. C. Runge stated that D. Yoder and K. Vang are also currently developing voting ward maps for 19 municipalities in Brown County.
  - C. Runge provided an update on Brown County's Emergency Rental Assistance program.

C. Runge provided an update on the South Bridge Connector project.

A motion was made by G. Pahl and seconded by E. Jacobson to receive and place on file the Director's Report. Motion carried.

#### 15. Other matters.

Update regarding the Chapter 21 Brown County Land Division and Subdivision Ordinance Review Technical Advisory Committee

T. Reed noted the membership of the Technical Advisory Committee. T. Reed stated that the committee's first meeting will likely occur later this month. T. Reed stated he is currently working with the Wisconsin Department of Administration to identify statutory changes that have occurred since 2016, so this will be one of the first items discussed with the committee.

#### 16. Adjourn.

A motion was made by G. Pahl, seconded by P. Blindauer, to adjourn. Motion carried.

The meeting adjourned at 8:00 p.m.

# STAFF REPORT TO THE BROWN COUNTY PLANNING COMMISSION October 6, 2021

#### August and September 2021 Staff Activity Reports

#### The recent major planning activities of Cole Runge, Planning Director/MPO Director:

- Developed questions for interviews conducted for the Planning and Land Services (PALS)
   Department's Real Property Lister position. Also conducted an interview for the position with a representative of the county's Human Resources Department.
- Conducted an interview for the PALS Department's Assistant Zoning Administrator position with the Zoning Administrator and a representative of the county's Human Resources Department.
- Prepared for and participated in a monthly core team meeting for the Northeast Wisconsin Intermodal Freight Facility Study.
- Participated in 3 biweekly meetings of the Brown County/NEWCAP Emergency Rental Assistance (ERA) Program Team.
- Participated in meetings with representatives of Brown County, the City of Green Bay, NEWCAP, and NeighborWorks to discuss potential strategies for addressing workforce housing, housing for the homeless, and other housing issues.
- Developed a draft update to the Emergency Rental Assistance contract between Brown County and NEWCAP to include provisions regarding the distribution of the county's second round of ERA funding from the US Treasury Department. Also sent the draft contract to Brown County's Corporation Counsel for review and comment.
- Continued to work with representatives of Brown County, the City of Green Bay, and Port of Green Bay to develop potential redevelopment concepts for the Pulliam Plant Site.
- Developed the Environmental Report for the Brown County project that will be funded by Community Development Block Grant (CDBG) CLOSE program funding that the county received from the Wisconsin Department of Administration.
- Responded to questions from the public about the South Bridge Connector (SBC) project.
- Developed and presented a PowerPoint summary of the SBC project to the Green Bay Noon Optimist Club and answered questions from club members.
- Developed and presented a PowerPoint summary of major county transportation initiatives to the Allouez Business Association and answered questions from association members.
- Developed and presented a PowerPoint summary of major county transportation initiatives to the Green Bay Chamber of Commerce's Current Young Professionals Organization and answered questions from organization members.
- Prepared for and participated in a meeting with the Transportation/GIS Planner and representatives of the Brown County Public Works Department to discuss areas of traffic congestion identified by the public for the MPO's Congestion Management Process (CMP) Update. Also discussed programmed and potential congestion reduction strategies for these areas.
- Reviewed and commented on the first draft of the MPO's CMP Update.
- Participated in a Wisconsin Counties Association Leadership Meeting regarding transportation issues in the state and WisDOT initiatives.
- Participated in redistricting process meetings with representatives of Brown County.

- Developed the agendas, minutes, and other information for the fifth and sixth meetings of the Brown County Citizens Drafting Ad Hoc Committee. Also staffed the meetings with the Senior Local Assistance Planner and Senior Transportation Planner and provided meeting follow-up information to the committee members.
- Provided a redistricting process summary to the Green Bay Chamber of Commerce's Municipal Issues Committee.
- Participated in two meetings of the Brown County Board of Supervisors regarding tentative supervisory district map options. Also staffed two public review meetings regarding the tentative supervisory district map options.
- Completed the MPO's Draft 2022 Transportation Planning Work Program, budget, and review checklist. Also presented the draft work program to the BCPC Transportation Subcommittee.
- Prepared for and participated in a Draft 2022 Transportation Planning Work Program review meeting with representatives of WisDOT, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).
- Completed the PALS Department's proposed 2022 budget with the assistance of the PALS Department's Administrative Coordinator. Also developed proposed revisions to the department's table of organization.
- Presented the PALS Department's proposed 2022 budget to Brown County administrative staff and the County Executive.
- Participated in a quarterly statewide videoconference with representatives of the state's other MPOs, WisDOT, and federal transportation agencies.
- Participated in the annual MPO/WisDOT/FHWA state videoconference.
- Participated in two joint review board meetings to discuss revisions to Tax Increment Financing (TIF) districts in the City of De Pere.
- Developed and sent a payoff letter and documentation for a loan that was obtained through the Brown County Economic Development Program.
- Participated in a meeting of the City of Green Bay's Safe Walk and Bike Group and presented information about common bike and pedestrian crash factors in the area.
- Participated in two meetings of the Brown County Executive's Economic Development Cabinet.
- Prepared for and participated in one meeting of the Brown County Board of Supervisors' Planning, Development, and Transportation Committee.
- Advised PALS Department staff on various issues.
- Facilitated PALS Department division managers meetings and planning division meetings.

#### The recent major planning activities of Lisa Conard, Principal Planner:

- Continued work on the *Draft 2022-2025 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*. The BCPC Board of Directors is scheduled to take action on the program in October.
  - Scored projects eligible for Surface Transportation Block Grant (STBG) funds. BCPC to award funds to specific projects in October.
  - Presented STBG eligible projects to the Transportation Subcommittee on August 16 and September 13 in an effort to develop a funding recommendation for BCPC Board of Directors consideration. A total of \$5,498,711 is available to allocate to specific projects.
  - Continued to coordinate with Transportation Planner regarding the maps for the TIP.
  - Finalized text and tables and published draft.
  - Scheduled public review period and public hearing.
  - Wrote legal notices for TIP and Metro POP.

- o Prepared social media posts.
- Disseminated draft to approximately 220 individuals and entities on the interested parties list.
- Worked with WisDOT staff on post draft project additions.
- Developed PowerPoint for the Public Hearing and the BCPC Board of Directors.
- Held required Environmental Consultation. Recorded and wrote minutes.
- Presented the report to the Transportation Subcommittee.
- Reviewed WisDOT's Highway Safety Improvement Program Performance Measure Targets for 2022 and prepared a draft resolution that reflects said performance measures and targets. Resolution to be presented to the BCPC Board of Directors on October 6.
- Reviewed the Green Bay Metro State of Good Repair and Transit Asset Management Plan (TAM) and prepared a draft resolution that reflects performance measures and targets identified in the plan. Resolution to be presented to the BCPC Board of Directors on October 6.
- Reviewed the Green Bay Metro Public Transportation Agency Safety Plan (PTASP) and prepared a draft resolution that reflects performance measures and targets identified in the plan. Resolution to be presented to the BCPC Board of Directors on October 6.
- Met with the MPO Director and the Village of Bellevue staff to discuss possible scope changes to the Allouez Avenue reconstruction project. The BCPC Board of Directors awarded approximately \$2,000,000 in STBG funds for design and reconstruction.
- Continued to request from WisDOT how \$1,666,297 in Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funds awarded to the Green Bay MPO for road improvement projects will be administered. Zoom meeting with the other large MPO staffs in the state to discuss WisDOT's approach to spending the award.
- Began and continued working with the Senior Planner on the development of the 2021 Coordinated Public Transit-Human Services Transportation Plan for Brown County. The plan is required by federal transportation law. Having a current plan on file with the FTA will allow certain federal and state human-service related transportation dollars to be applied for and received by select local agencies.
- Reviewed single application submitted for the new Section 5310 Enhanced Mobility of Seniors
  and Individuals with Disabilities Program cycle. Section 5310 provides funding for capital and
  operating projects that improve the mobility of seniors and individuals with disabilities. Eligible
  projects include human service vehicles, mobility management, operating, and non-vehicle
  capital projects. The Brown County Planning Commission Board of Directors is scheduled to
  award funding to specific project(s) in October 2021. Wrote staff report detailing the
  application for consideration by the Transportation Coordinating Committee (TCC).
- Provided review and comment on the Draft Congestion Management Process document prepared by the Transportation/GIS Planner.
- Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.
- Participated in a Green Bay Metro Service Development Team meeting to review the new service plan that was implemented on August 2.
- Attended webinar sponsored by FTA regarding best practices to increase ridership as it relates to ongoing impacts of COVID-19.
- Attended virtually the MPO/RPC Directors quarterly meeting hosted by WisDOT on July 27.
- Presented at the BCPC Board of Directors meeting the evening of August 4. Recorded and wrote minutes.
- Prepared and distributed the September 13 agenda and packet for the Transportation Coordinating Committee (TCC). Chaired the meeting.

- Prepared and distributed the August 16 and September 13 agendas and packets to the BCPC Transportation Subcommittee. Presented numerous items. Recorded and wrote minutes of the August 16 meeting.
- Attended the Green Bay Transit Commission meeting on August 18.
- Participated in BCPC staff meetings as necessary.

#### The recent major planning activities of Devin Yoder, Senior Planner:

#### General

- Participated in staff meetings.
- Participated in Redistricting Committee meetings on August 31<sup>st</sup> and September 9<sup>th</sup>.
- Participated in Brown County Board public hearings and board meetings on September 15<sup>th</sup> and September 22<sup>nd</sup> for supervisory redistricting maps.
- Completed BCPC staff reporting for August and September.
- Met with Village of Allouez staff to review possible local assistance project for 2022-2023.
- Drafted maps for possible new county supervisory districts and coordinated with Brown County staff to print and distribute to municipal clerks and supervisors.
- Answered general questions about the redistricting process with interested community members.
- Began updating draft Brown County Comprehensive plan to include 2020 Census data.

#### **Transportation Planning**

- Published online survey to gather input for Brown County Bicycle and Pedestrian Plan update.
- Began reviewing public input from the survey.

#### Natural Resources Planning

- Viewed webinar on green infrastructure for stormwater capture on September 15th.
- Completed one site visit for ESA questions.
- Met with DNR staff virtually to continue training on sewer service area planning program, and to ask questions about current plan update process.
- Began updating BCPC website to include most current info on sewer service area planning.
- Viewed webinar on environmental corridors (similar to ESAs) in Dane County and how the Capitol Area Regional Planning Commission provides education around and enforcement of those on August 19<sup>th</sup>.
- Coordinated with DNR staff to complete program management reporting for the MS4 permit.
- Furthered updated Brown County's MS4 management policies and procedures for permit compliance with the DNR.
- Completed three WQM letters for public sewer extensions.
- Worked with a customer on going through the ESA plan correction process.
- Assisted property owners with ESA questions via phone calls and emails.
- Assisted local municipalities in Sewer Service Areas with ESA questions regarding various site development proposals.

#### Village of Denmark Comprehensive Plan Update

Printed and distributed final document to required communities and organizations.

#### Town of New Denmark Comprehensive Plan Update

Printed and distributed final document to required communities and organizations.

#### The recent major planning activities of Todd Mead, Senior Housing Planner:

- Prepared and ordered three (3) interim HQS site inspections for Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program clients.
- Prepared and ordered nine (9) initial Housing Quality Standards (HQS) inspections for CDBG clients.
- Prepared and ordered four (4) HQS final site inspections for CDBG clients.
- Prepared and ordered one (1) HQS final site inspection for a Brown County Revolving Loan Fund (BC RLF) client.
- Prepared and ordered three (3) lead-based paint assessments for CDBG clients.
- Prepared and ordered six (6) asbestos assessments for CDBG clients.
- Prepared and ordered one (1) lead-based paint clearance for a CDBG client.
- Prepared ten (10) CDBG clients and the contractors for their future rehabilitation projects.
- Opened thirteen (13) new CDBG applications.
- Denied two (2) CDBG applications.
- Prepared and closed twelve (12) CDBG Housing Rehabilitation Loans.
- Prepared eleven (11) CDBG Environmental Reviews.
- Prepared and corresponded with nine (9) bid documents to CDBG applicants for future rehab projects.
- Reviewed and prepared three (3) mortgage loan satisfactions for existing CDBG/RLF clients due to project change orders or payoffs.
- Reviewed and approved two (2) subordinations for existing CDBG/RLF clients.
- Reviewed and denied one (1) subordination for an existing CDBG/RLF client.
- Reviewed and prepared four (4) mortgage amendments for existing CDBG/RLF clients.
- Attended staff meetings either in person and/or via Group Meet/WebEx.
- Attended a Brown County Lead-Paint Coalition Meeting via Group Meet/WebEx.
- Prepared for and organized a meeting with Brown County Health Department and NeighborWorks Green Bay to explain and review the regional housing program and to coordinate/collaborate efforts with each other's programs and organizations.
- Prepared for and presented to a community resource representative from Nicolet National Bank the regional housing program. We discussed both the down payment assistance along with the rehabilitation program to help current & future homeowners in the region.
- Prepared for and presented to a community resource representative from Associated Bank the regional housing program. We discussed both the down payment assistance along with the rehabilitation program to help current and future homeowners in the region.
- Prepared, submitted and completed semi-annual Wisconsin Dept. of Administration-Department of Energy, Housing, and Community Resources (WDOA-DEHCR).
- Prepared, organized and presented for a CDBG Public Hearing reviewing and explaining the regional housing program application process.
- Preparing and training part-time staff to help support the program administrator.
- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.

#### The recent major planning activities of Tim Reed, Senior Planner:

- Processed 28 Preliminary Certified Survey Maps (CSMs) for distribution to commenting agencies.
- Reviewed and prepared comment letters for 22 Preliminary CSMs. Also sent the letters to the surveyors who prepared the CSMs and the affected communities.
- Reviewed and signed 28 Final CSMs.
- Responded to questions about land divisions from property owners and surveyors.
- Reviewed and prepared comment letters for 4 Preliminary Plats. Also sent the letters to the surveyors who prepared the plats and the affected communities.
- Reviewed and prepared comment letters for 4 Final Plats. Also sent the letters to the surveyors who prepared the plats and the affected communities.
- Reviewed and signed 1 Preliminary Plat.
- Reviewed and signed 5 Final Plats.
- Reviewed and distributed comments related to pending CSMs and plats in appropriate departmental files.
- Continue to develop a file for potential revisions to the Brown County Land Division and Subdivision Ordinance (Chapter 21).
- Completed composition of Technical Advisory Committee for the Brown County Land Division and Subdivision Ordinance (Chapter 21) Rewrite
- Completed photo inventory of Memorial Park assets for Village of Denmark as related to the park needs Inventory Assessment.

#### The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Completed the draft of the new land information 3-year strategic plan as mandated by statute.
- Set up new Shoreland Permit inspection GIS app for the Zoning division.
- Assisted with redistricting mapping efforts.
- Began work on revising the MS4 GIS field maps data & app.
- Continued support the new 911 system. Ran several Geo refreshes to send updated GIS data to the Flex CAD system; Troubleshooting a few issues.
- Participated in a webinar for NG911 (Next Generation 911).
- Worked with IT to change the GIS servers to the new web domain browncountywi.gov.
- Continued efforts with LiDAR topographic mapping project. Flight occurred in May 2020.
   Communicated with Quantum Spatial (vendor), USGS, FEMA municipalities. The full dataset is expected to be delivered in 2021.
- Continued to update the Broadband Planning map for use in internet planning to show the fiber optic network (existing and planned) and adjacent facilities, populations, and demographics.
- Participated in training for the new GPS receiver (Trimble R2 unit). This unit will be used to collect and verify GIS data in the field within the LIO, Zoning and Planning divisions.
- Participated in PALS budget meetings.
- Working with assessors to obtain property type and apply to GIS address points.
- Continued to update the GIS database (new streets, addresses, hydrography, navigability, environmentally sensitive areas, sewer service areas, sanitary districts, shoreland zones, LOMAs etc.) as needed. Much work was done these months, using the new aerial photography as QC and layer development.
- Continued editing and maintaining the GIS database, web servers, etc.

- Provided parcels and other data to various organizations.
- Attended another webinar with Capt Rousseau and Esri regarding GIS for the sheriff's department & public safety. Assisted Capt Rousseau with a new way for the sheriff's department to connect to the GIS data server.
- Created large printed maps for the Emergency Operation Center.
- Provided maps, GIS data, reports, or other services for private businesses, schools, local governments, state and federal agencies.
- Assisted others with miscellaneous service, data, information, and training requests.
- Attended staff meetings as needed.

#### The recent major planning activities of Ker Vang, Senior Planner (GIS/Transportation):

#### Brown County Redistricting Maps

- Developed three supervisory redistricting maps using the 2020 census data as directed by the citizen ad hoc committee.
- Developed two new supervisory redistricting maps for the county board.
- Began to work on ward maps for towns in Brown County.

#### Section 85.21 Program

- Received invoices from Curative and BCHHS. Submitted invoice for reimbursement and recorded ridership data.
- Completed 2<sup>nd</sup> quarter report and submitted to WisDOT in the BlackCat system.
- Worked on the CY 2022 application. Communicated with Curative and Green Bay Metro to provide program budget for the application. Provided Green Bay Metro with a draft of the application for review and requested information about the bus pass program.

#### Coordinated Public Transit-Human Services Transportation Plan for Brown County

Reviewed and updated a draft of the Action Coordinated Plan.

#### Outreach Plan

• Continued to research and identify outreach activities for the Action Plan section.

#### Performance Measure Report

 Received 2020 PCI data from WisDOT. Analyzed data and worked on the pavement condition for Interstate and Non-Interstate on the National Highway System.

#### Related Activities

- Update forms on the Zoning website.
- Updated committee members on the Transportation website.
- Updated email contact information for members of the MPO Public Participation Process mailing list that bounced back.

#### Meetings

- Participated in the Leadership Green Bay Curriculum Committee meeting on August 8 and September 15.
- Participated in the ADRC Board of Directors meeting on August 26.
- Participated in the Safe and Bike Work Group on September 8.
- Participated in the Brown County Citizens Drafting Ad Hoc Committee meeting for redistricting on August 31 and September 9.

- Participated in the open house for redistricting and Brown County Supervisory Board meeting on September 15 and September 22.
- Participated in the Brown County Citizens Drafting Ad Hoc Committee meeting on August 31.
- Participated in the Transportation Coordinating Committee meeting and presented the Section 5310 award recommendation for CY 2022 and CY 2023.
- Participated in various sessions during the 2021 BI-State MPO/RPC Virtual Fall Conference/workshop on September 21-23.
- Participated in the Brown County Racial Equity AD Hoc Committee meeting on September
- Participated in the NEW Asian Pacific Islander Desi American Professionals meet and munch on September 28.
- · Participated in PALS staff meeting.

#### The recent major planning activities of Karl Mueller, Planner I (Transportation):

- Assigned 1 address for the Town of Pittsfield; assigned 1 address for the Town of Green Bay.
- Updated five Brown County Emergency Rental Assistance (BC ERA) Program maps for rental assistance, utility assistance, internet assistance, mobile home lot rent assistance, and security deposit assistance weekly to incorporate new data into the maps.
- Attended the quarterly virtual MPO Directors meeting hosted by WisDOT on July 27<sup>th</sup>.
- Worked with the BCPC/MPO Director and Senior Planner on the Brown County Bicycle and Pedestrian Plan Update. This work included:
  - Preparing notices for the MPO's Interested Parties list and social media pages informing the public of the opportunity to provide input for the Brown County Bike & Ped Plan update. A reminder notice was also prepared and sent out to the MPO's interested parties list one week prior to the conclusion of the public input period.
  - o Completing an inventory of recommendations identified in existing Brown County municipalities' bicycle and pedestrian plans
  - Drafting maps of bicycle and pedestrian facilities across Brown County
  - o Completing the public input portion of the plan's update. The public input period for the ran from August 12<sup>th</sup> to September 17<sup>th</sup>.
- Prepared a map of housing voucher recipients across Brown County for the Brown County Housing Authority Director.
- Prepared six maps for the 2021 Transportation Improvement Program (TIP) update including the essential services maps (3), project locations map, project locations and minority populations, and project locations and income and submitted the maps to the MPO Principal Planner.
- Updated a map showing the new Green Bay Metro fixed route, paratransit, and microtransit system with respect to public schools across Brown County and submitted the map to Green Bay Metro.
- Continued developing the MPO's 2021 Congestion Management Process (CMP) Update.
   Work included:
  - Preparing for and facilitating a meeting with the BCPC/MPO Director and Brown County Public Works staff to discuss congested locations at county-owned facilities in the Green Bay MPA.
  - Completing the first CMP draft and submitting it to the Planning Director/MPO Director and Principal Planner for review. Incorporated comments and finalized the draft CMP to present to the MPO's Transportation Subcommittee.

- Preparing for and presenting the *Draft 2021 Congestion Management Process (CMP) Update* to the MPO's Transportation Subcommittee on September 13<sup>th</sup>. Also drafted the minutes for the meeting.
- Preparing the draft resolution for the 2021 CMP Update.
- Finalizing the legal notice and notices of the 30-day review and comment period, and public hearing the Draft 2021 CMP Update.
- Worked with the Principal Planner to finalize the draft 2022-2025 Transportation Improvement Program (TIP) document. My role included compiling the maps and project location tables into the draft TIP document.
- Prepared and submitted a map to ADRC for their triennial county aging plan update.
- Completed edits to individual routes and the route guide for Green Bay Metro, as needed.
- Updated the specialized transportation services map for transportation providers across Brown County for the MPO's Coordinated Action Plan.
- Attended the transit commission meetings on August 18th and September 15th.
- Attended the Transportation Subcommittee meeting on August 16th. Also reviewed the minutes for the meeting.
- Updated and submitted a brochure to Green Bay Metro for fixed routes #8 and #9. The brochure's cover page was also updated for those routes.
- Attended the quarterly Transportation Coordinating Committee (TCC) meeting on September 13<sup>th</sup>. Assisted the Principal Planner with writing the minutes for the meeting.
- Attended sessions of the 2021 Bi-State MPO/RPC Virtual conference from September 21<sup>st</sup> to September 23<sup>rd</sup>.
- Attended regular BCPC staff meetings.

#### The recent major planning activities of Patrick Leifker, BCHA – Executive Director:

- Attended staff meetings as needed/requested.
- Attended monthly Brown County Homeless Coalition Meeting for August and September.
- Attended monthly meetings with BCHA Subcontractor
- Attended monthly meetings with BCHA Chair
- Attended United Way Program Investment Council Meetings.
- Participated in a conference calls with HUD-Milwaukee representative to discuss current funding situation and strategies to improve program utilization.
- Attended monthly meetings with City of Green Bay Staff regarding Homelessness Prevention and Affordable Housing.
- Assisted with implementation of Wisconsin Emergency Rental Assistance Program for Brown County; collaboration with NEWCAP regarding current program regulations. Also reviewed Emergency Rental Assistance 2 funding that has become available.
- Hosted the Brown County Housing Authority Meetings for August and September.
- BCHA Subcommittee Meetings in August and September.
- Collaboration with Wisconsin Balance of State regarding the administration of the Emergency Housing Vouchers that BCHA had been awarded.
- Review of HAP contract with recently completed Printery Row Project in Pulaski; met with developers to discuss Project Based Voucher lease up process.
- Planning and collaboration with Green Bay Housing Authority regarding the repositioning of GBHA's scattered sites units to the Brown County Housing Authority.
- Conducted Walkthrough of properties that will be transferred from GBHA to BCHA project Based vouchers.
- Participated in Affordable Housing Development panel discussion and planning session for community presentation.

- Attended Shelter Service Providers bi-weekly work group
  Completed grant application for the Family Self-Sufficiency Program Notice of Funding Opportunity.
- Attended Wisconsin Association of Housing Authorities Annual Conference.

#### **PROCEEDINGS OF THE BROWN COUNTY** RURAL BROADBAND SUBCOMMITTEE

Pursuant to Section 19.84 Wisconsin Statutes, a regular meeting of the Brown County Rural Broadband Subcommittee was held on Monday, November 15, 2021 in Room 200, Northern Building, 305 E. Walnut Street.

Members Present: County Board Supervisor Richard Schadewald, Tom Kempen, Duane Oudenhoven and

Michael Moran

Excused:

County Board Supervisor James Murphy and Alex Van Dyck

Others Present:

August Neverman, Joshua Worrell - TDS Telecom, and Robert (Bob) Webb - Cellcom and

**Nsight Telservices** 

#### Called to Order. 1.

The meeting was called to order by acting Chair Rick Schadewald at 6:30 p.m.

2. Approve/modify agenda.

> Motion by Tom Kempen, seconded by Duane Oudenhoven to approve. Vote taken. MOTION **CARRIED UNANIMOUSLY**

3. Approve minutes of September 20, 2021.

> Motion made by Michael Moran, seconded by Duane Oudenhoven to approve. Vote taken. MOTION **CARRIED UNANIMOUSLY**

4. Discussion of Affordability of Broadband Access.

> A PowerPoint presentation was provided by Joshua Worrell, Manager-Business Development, TDS Telecom (attached). Additional information was provided by Robert (Bob) Webb, V. P. of IT Services and Innovative Technical Operations, Cellcom and Nsight Telservices.

5. Discussion of Report from August Neverman.

Covered many areas of our concerns and issues (report attached).

- Set next meeting date and time. Monday, January 17th at 6:30 p.m. 6.
- 7. Adjournment.

Motion by Supervisor Tom Kempen, seconded by Michael Moran to adjourn. Vote taken. MOTION **CARRIED UNANIMOUSLY** 

Respectfully submitted,

Rick Schadewald, Chairman

# LEADING WITH TECHNOLOGY. CONNECTING PEOPLE.











# Today's agenda

- Introductions
- TDS History/ Overview
- Construction Impacts
- Community Outreach
- Sales/Marketing Approach
- Questions/Next Steps











- Telephone and Data Systems, Inc. parent company
- Publicly-traded company [NYSE: TDS] and family-owned







#301







#262

Forbes | 2018

AMERICA'S BEST LARGE EMPLOYERS

#286

# **TDS today**

- More than 1.2 million connections in 30 states
- 2,600 employees nationwide
- Offering some of the fastest internet speeds in the country
- Bringing faster broadband internet to rural America
- Extending fiber deeper into our network
- Leveraging industry-leading technologies to offer new, faster, more reliable services (e.g., vectoring, copper bonding, DOCSIS 3.0, FTTH, FTTN)

It's all about delighting customers with great service.





# **FTTH deployments**

- TDS has aggressively pursued two fiber strategies:
  - Overbuilding existing areas in our footprint to better serve customers and remain competitive
    - -187K households with FTTH in communities such as Black Earth, Wisconsin
  - Greenfield builds include deploying next generation fiber versus copper and coax networks
- FTTH results have been exceptional:
  - Overall broadband take rates of 50% in fiber-served areas
  - 84% of fiber customers take a triple play (broadband, video, and voice)
  - Net promoter score of 40+ from fiber customers
  - Named Wisconsin's fastest broadband provider by Speedtest as reported by the Milwaukee Journal Sentinel
  - Named to Fiber-to-the-Home 2018 Top 100 by Broadband Communities





# Strong community partnership: Sun Prairie, Wisconsin



- First partnership outside our footprint
- Demonstrated need for better broadband
- Committed to building out fiber throughout the city – in 16 months!
  - 3,700+ customers upgraded
  - Residents and businesses now have access to 1 Gig internet service, state-of-the-art TV, and digital voice service



# The entire community benefits

- Fiber-optic technology is tomorrow's technology, available today-it's the preferred network
- Enjoy speeds up to 1 Gig
- Expands bandwidth capability; fiber cables carry loads of information, thousands of times more than conventional technology
- Extremely reliable; while made of glass, fiber is virtually immune to interference and doesn't falter under harsh weather conditions
- Security

  it's nearly impossible for hackers to tap into the lines or sneak into a network
- Home values increase, by as much as 3.1% (~\$6,000 for a typical home)\*
- Future-proof! Fiber easily carries today's services (internet, TV, phone) with room to spare for what's to come





# Why the Green Bay Metro Area

- During evaluation of communities, Green Bay metro area was identified:
  - · Demographics match areas TDS has been successful
  - · Residents are ready to adopt fiber and the advanced technologies it delivers
  - · Your community is underserved by existing providers
  - Products and services currently available do not meet the needs of residents or businesses
- Partnership with TDS deliver new products including:
  - 2 Gig broadband service
  - Fully-featured IP-based TV video service with whole home DVR, wireless set-top boxes, and VoD
  - · managedIP, a hosted voice solution for business customers
  - Advanced services (cloud back-up services, network security, and Wi-Fi)
- 24/7 technical support
  - · Local technicians
  - National help desk, with more than 300 technical support reps



# **Network Construction**

- Aerial Cable Placement (Bucket Truck)
- Buried Cable Placement (Directional Bore)









# **Notification - Letter**

REGISTER TODAY! Register at TD\$Fiber.com/future

SPECIAL OFFER:

**1GIG INTERNET** 

<sup>омт</sup>\$60/mo.



#### GIVE FIBER A GOOD HOME, YOURS!

#### Great news!

TOS is bringing at state of the call their polic methods to your neighborhoods. We'll be providing the quico's facilitie Internal. TV and phone service. Before you'll find statisticated which is expect as we considered our International which is expect as we considered our International Internat

#### Following this letter, you'll receive:

#### And you'll notice:

Emiting utilities being maked with opposed flags that consequent to each utility to prevent any danner long 100 construction signs of your metabolises of sentences and amortes signs read your makes.

ICS is committed to moking the communition phase as easy as possible for you. We under how quasifors about Boer construction. Here one sense to quasifore we hear m

Do TDS and construction crews have permission to be on my property? We has great a occess the assignant way receivers, spoolly cooled within a stro of populary surving doing the sheet. The assigned, the visit for this, or between the labs. If the operant is within a ferrorider yand, cover will need you help occessing the circu.

#### Will TDS restore the of creas of construction?

Once construction is complete and weather permit, TDS will restore towns in creat where algoing, occurred. Our cross make every effort to minimize impact to properties.

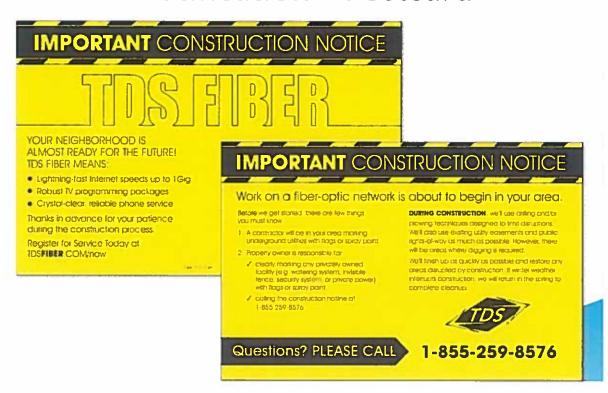
#### When can I remove the utility flags and/or paint in my yard?

If you have additional questions, precise visit 1088 line compressioned and cold 1-868-364-8676. We back lowered to becaming a part of your community and serving you wish the best interest, TV, gray prome services.

Streetely, the IDS factor

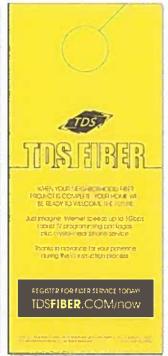


### Notification – Postcard



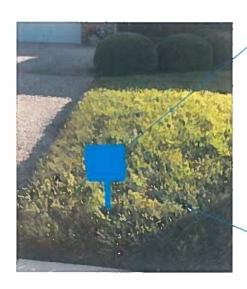
# Notification – Doorhanger

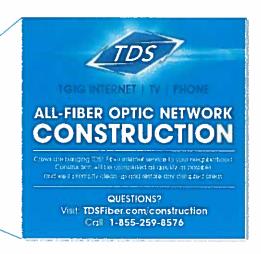






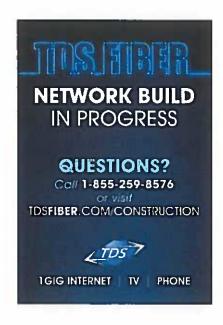
# Notification – Yard Signs







# Notification - Sandwich Boards







# Information – TDSFiber.com

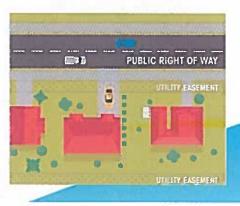


#### Safety Is Essential

TDS uses an independent contractor specializing in locating any existing underground facilities. This helps prevent damage to those facilities and adds a layer of safety for workers and residents.

#### When Construction Begins

We'll use cable placement techniques, such as directional drilling, to limit disruptions in the road right of way or utility easements the best we can However, there will be areas where digging is required, and additional excavation is necessary.



# **Customer Service Triage Team**

- Toll free number directs caller to TDS customer contact center.
  - Callers who select a subcategory "construction related inquiry" are directed to a special Triage Team.
- Triage team is specially trained to respond to resident construction inquiries.
  - Can create and assign tickets for resolution.
  - Contractors working with TDS are required to assign 1-2 employees to receive issue tickets.
  - Ticketing system between TDS and contractors ensures tracking and resolution.
- Team will be in place 11/18.





















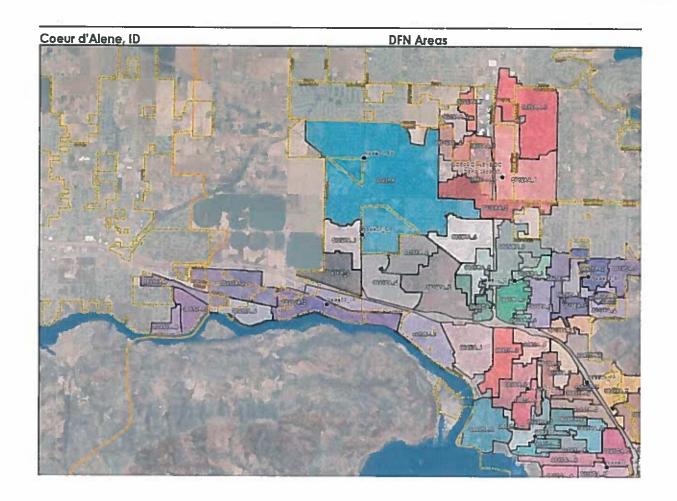
### **Residential Products & Services**

- Internet
  - Speeds from 300Mbps to 1Gig
  - Symmetrical upload and download speeds available for 300Mbps internet product
- TDS TV
  - Award-winning interface
  - Whole-home DVR
  - Wireless set-top boxes
  - More than 190 channels, 100+ in HD
  - Premium channels
  - Video on Demand
  - TDS TV Everywhere
- Phone service
  - Popular calling features included
  - Voicemail options





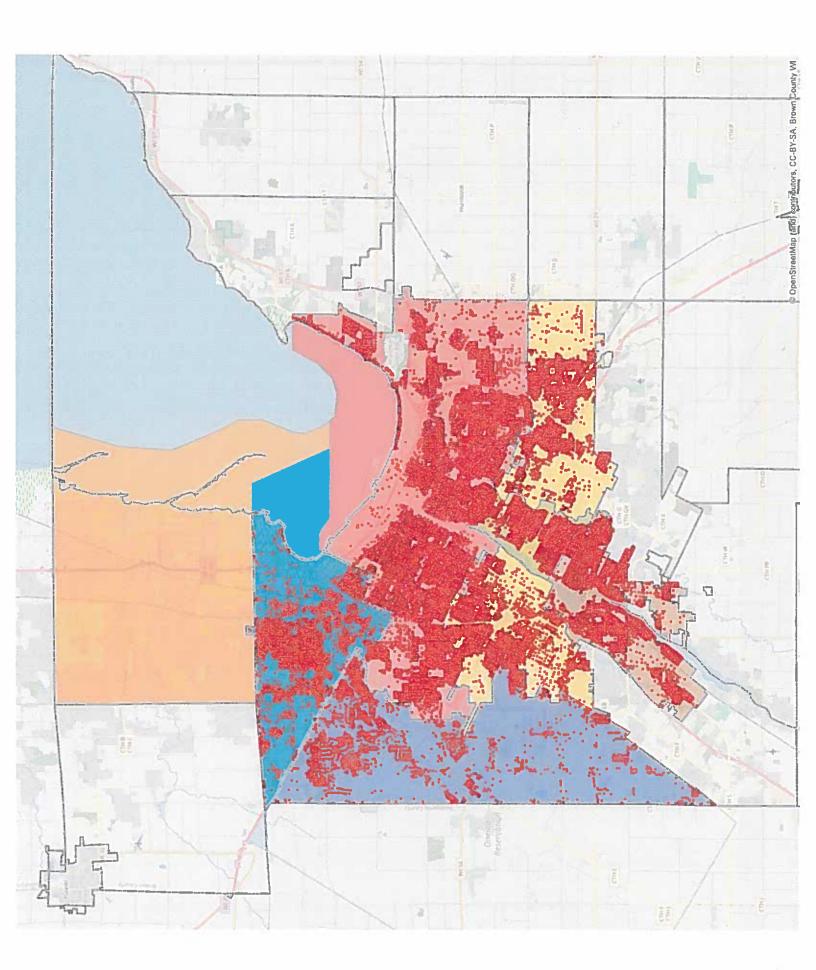




#### **Overall Green Bay Network**







- 1. TDS PowerPoint
  - a. Short PowerPoint TDS Presentation Brown County.pptx
  - b. BCCAN-Broadband Reference Data
  - c. TDS Fiber Project TDSFIBER.COM

GUEST
Joshua Worrell

Manager-Business Development

(314) 724-4023- Cell

(608) 664-9530- Office

Josh.Worrell@tdstelecom.com

- d. 2gb to the home over \$100m project in Brown County
- e. Although the TDS project good for the community it will result in \$40k to \$80k in unplanned BCCAN "locate" expenses
- 2. **New North** doing regional survey and speed test. August is on the committee running the project.
  - a. The grant was used to do a mailing to EVERY residence/business. Physical Survey data will take longer to compile. People can still take the speed test but the survey is closed.
  - b. Regional Speed
    - Test https://expressoptimizer.net/projects/Wisconsin/speedtestmap.php
  - c. County Speed

Test https://expressoptimizer.net/projects/WI%20Brown/speedtestmap.php

- i. 8/30/2021 tests 7300 total and 6032 unique
- ii. 10/27/2021 tests 8397 total and 6890 unique
- iii. 11/8/2021 tests 10,474 total and 8483 unique (just over 8% of homes/businesses)
  - 1. 95% Confidence Interval ±1.6
  - 2. 0.06% unserved of total 0.80% unserved of sample
- iv. 11/15 Today we have 10,530 and 8525!
- 3. Other Updated Maps
  - a. BC Expansion

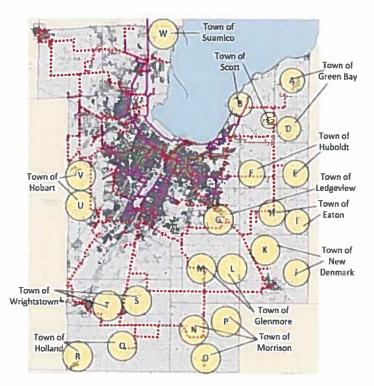
Map https://browncounty.maps.arcgis.com/apps/webappviewer/index.html?id=ae44a0 c299554f7ea4e2561d82700451

- b. See website NTIA info (bottom of page) <a href="https://broadbandusa.maps.arcgis.com/apps/webappviewer/index.html?id=ba2d">https://broadbandusa.maps.arcgis.com/apps/webappviewer/index.html?id=ba2d</a> cd585f5e43cba41b7c1ebf2a43d0
- 4. Affordability Page Review <a href="https://www.browncountywi.gov/community/brown-county-broadband-speed-test-initiative/general-information/broadband-affordability/">https://www.browncountywi.gov/community/brown-county-broadband-affordability/</a>
- 5. Grants Update
  - a. Did NOT get PSC 2022 Spectrum Grant
  - b. We are likely to apply in the WI PSC 2022 Grant Cycle for 2023

- c. State of WI PSC Grant Opening -another \$100mil for 2021/2022
- 6. Presenting at a couple of groups. Any specific items the committee wants brought forward?
  - a. <a href="https://fyi.extension.wisc.edu/economicdevelopment/2021/10/10/wisconsin-broadband-summit/">https://fyi.extension.wisc.edu/economicdevelopment/2021/10/10/wisconsin-broadband-summit/</a>
  - b. Towns Association Presentation (Jan?) Supervisor Schadewald / Deneys
- 7. ARPA-Building engineering and funding est for SOUTH RUN
  - a. Multiple providers MIGHT be interested in that run
  - b. Other interested in specific locations

#### 8. VendorInteraction

- a. Nsight created "Fiberhoods" (targeting clusters in rural areas) along highway 29 and a couple other spots (point to point wireless internet)
- b. 5G as possible last mile being discussed with various providers
  - Vendor interaction includes:
     Verizon, Cellcom, ATT, US Cellular, etc.
- c. Fiber as possible last mile
  - Vendor interaction includes: nsight, ideal tech, spectrum, TDS, etc
- Jeff Dumez in PALS doing a GREAT job – the two different type of map layers are very popular with providers/vendors



#### 9. Go-Forward

- d. Contact for tech (WiFi 6) for next meeting
- e. Fiber ring planning deliverable discussion
- f. Highway 29 fiber moving ahead (target is Nov 16th to finish for the fiber portion)
- g. Public communications goals/deliverables
- h. New PSC Grant 2021/2022
- i. New IIJA Funding 2022/2023
- j. New PSC Grant 2022/2023
- k. General Planning

l.